



## METROPOLITAN HOUSING COMMISSION

THURSDAY, November 12, 2009 AT 8:00 AM

COMMUNITY SERVICES DEPARTMENT,  
310 N. COMMERCE PARK LOOP, SANTA RITA BUILDING,  
TERRACE CONFERENCE ROOM, TUCSON, ARIZONA

### Minutes

The regularly scheduled meeting of the Tucson Metropolitan Housing Commission (MHC) was called to order by Melanie Morrison at 8:07 am on Thursday, November 12, 2009, at the Housing and Community Development Department, 310 N. Commerce Park Loop, Santa Rita Building, Terrace Conference room, Tucson, Arizona.

### Call to Order

#### *Commission Members Present:*

Jerry Anderson	Melanie Morrison	Janet Marcus
Pat DeVito	Linda Drew	Michael McDonald
Michael Grassinger	Gigi Rodriguez	Pete Chalupsky
Judith Green	Evelia Martinez	Susan Soto
Leslie Carlson		

#### *Commission Members Absent:*

Richard Fe Tom      Bob Storie

#### *Community Services Dept. Staff Present:*

Albert Elias              Andrea Ibañez              Noemi Santana  
Elizabeth R. Livingston

1. Call to Order  
**Meeting was called to order at 8:07 AM**
2. Approval of October 8, 2009 minutes  
**Michael Grassinger made MOTION to approve October 8, 2009 minutes second by Evelia Martinez.**
3. Staff Update – Andrea Ibanez  
**Albert Elias shared Carol West's article "Tucson's affordable housing trust fund is a plan that can work" that was published in the Inside Tucson Business paper November 6, 2009.**

**Andrea Ibanez reported that the first draft comment for the qualified action plan is due November 19, 2009 @ 5pm. Michael Traylor, Director of Arizona**

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**Department of Housing, will be in town Friday, November 13, 2009 for a reception at the College of Architecture and Landscape Architecture.**

**Neighborhood Stabilization Plan 2 awards will be announced in early December 2009. Should City/County be approved, January 29, 2010 is expected to be the date for the award release.**

**Department of Energy awarded the City of Tucson 5.1 million energy efficiency grants that will be managed by the Office of Conservation and Sustainability.**

**We are meeting with Tracy Tucker next week to find out about federal legislation and to direct them on what to lobby for us. The House of Representatives is recommending more funding in CDBG, HOME, shelter grants and homelessness.**

**Albert Elias asked the commission to please review the QAP tax credit, as the Public Hearing is Friday, November 13, 2009.**

**Jerry Anderson announced that the Arizona Department of Housing is holding a Community Housing Assessment workshop November 20, 2009 in Tucson, AZ.**

**4. Legislative Update**

**Albert Elias reiterated that they are meeting with federal legislative lobbyist and are keeping an eye on the authorization bill and tracking the Livable Community Act. The Arizona Housing Commission is meeting in Tucson, AZ December 18, 2009 at ParkWise Conference Room and everyone is invited to attend.**

**5. Update on Tucson Housing Trust Fund**

**This item will be addressed in Item #7 – Impact Fee.**

**6. Update on the 2010 Pima County Bond**

**Albert Elias acknowledged the MHC in stepping into the discussion at the last Pima County Bond Advisory Committee meeting, which resulted with County Administrator's increasing his recommendation for the Affordable Housing program. The next Pima County Bond Advisory Committee meeting is November 20, 2009 at the Manning House. MHC is encouraged to attend. Evelia Martinez was invited as a guest speaker in one of the Spanish radio station. Evelia Martinez, Michael McDonald and Pete Chalupsky committed to attend November's Pima County Bond meeting. Albert suggested that when addressing the Pima County Bond Commission to make reference to specific line items in the bond program.**

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7. Over View on the Impact fee Deferral Program – Chris Kaselemis  
**Chris Kaselemis absent - Albert Elias covered the Impact Fee Deferral Program. Albert gave a background overview on how the Impact Fee Deferral Program started. The program was started by a group of stakeholders who looked into deferring Impact Fees in exchange for developers' contribution of funds to the City of Tucson Affordable Housing Trust Fund. Susan Soto suggested a press release to get the word out on Impact Fee Deferral Program. Albert will contact Jim Campbell about the press release.**
8. Membership – Discussion/Recommendation of Appointment of a new Member – Steve Tofel to the Commission (potential action)  
**Melanie Morrison recognized Janet Marcus and Richard Fe Tom for all their work and time they committed to MHC. Melanie presented a thank you letter to Janet Marcus for her years of service and contribution to the MHC. Richard Fe Tom was absent. Both Janet's and Richard's terms expired today.**  
  
**Evelia Martinez, Jerry Anderson, Michael Grassinger and Susan Soto interviewed Steve Tofel October 26, 2009. Membership subcommittee recommended Steve Tofel for approval to the Metropolitan Housing Commission. Susan Soto made MOTION to approve Steve Tofel second by Jerry Anderson.**
9. Report from Susan Soto on the NSP Challenge Meeting  
**NSP conference took place in Phoenix, AZ October 23, 2009. It was a roundtable discussion that addressed the barriers, challenges and guidelines to NSP. One solution that was discussed was to educate lenders and realtors in what is acceptable and what is not. Another solution was to come up with a matrix that everyone could follow regarding the process. Basically it was to improve the process for the NSP2.**
10. MHC Meeting Schedule for 2010  
**Schedule for 2010 was approved with the modification that November 2010 meeting be held November 18, 2010. Pete Chalupsky MOTION to approve second by Michael Grassinger.**
11. Subcommittee Updates/Reports/Potential Action
  - Community Land Trust – Mike Grassinger, Chair  
**Consultant Mike Brown will be here Wednesday, November 18, 2009.**
  - Governmental Affairs – Janet Marcus, Chair  
**Jerry Anderson will replace Janet Marcus as Chair for the Governmental Affairs subcommittee. Next meeting will be November 17, 2009.**
  - Marketing & Public Relations – Evelia Martinez, Chair

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Housing Community and Development staff continues to work on the Tucson Housing Brochure. We should have a mockup brochure available next month.

- Membership Recruitment – Susan Soto  
**Membership subcommittee agreed to wait until after the annual retreat in January 2010 before starting recruitment process for two new Neighborhood Commission Members. Membership subcommittee is interested in someone with marketing skills; this of course might require an amendment to the MHC constitution. A concern was brought up that neighborhood representation is really important particularly in difficult times and should be part of the MHC.**
- MHC/Pima County Housing Commission Joint Subcommittee – Michael McDonald  
**Albert Elias reported for Michael McDonald. The MHC/Pima Joint Subcommittee met September 28, 2009. The Join Subcommittee discussed two categories, first category was the predevelopment activity (understands what you can and cannot do) and second category was the development process (get subdivision or plats approved). Staff left with direction to create strategy for moving forward and bring back some recommendations. Carla Blackwell, Craig Gross, Betty Villegas and Albert Elias meet and came to the conclusion that it is fairly complex process and that the issues in the predevelopment stage are somewhat different then the issues in the development stage but two definitely affect each other. Joint Subcommittee will report back after meeting and discussing process with the CHDOS.**

12. Future Agenda Items
  - **Contact new Council Members Richard Fimbres and Steve Kozachik**
  - **Retreat Topics**
    - **Membership Recruitment**
    - **Amendment to the MHC constitution**
  - **Invite Mary Okoye to talk about Affordable Housing.**
13. Call to the Audience  
**No requests received.**
14. Adjournment  
**Meeting was adjourned at 9:23 AM**

Respectfully Submitted,

Elizabeth Livingston